Date: 30/07/2019 Unit #: 02

**Part A – General**

|  |  |  |
| --- | --- | --- |
| **Incident Reference Number**  ***(Compliance Team Only)*** |  | |
| Department/Area: Drum Yard (Store) | | Date & Time of Incident: 21/07/19 , 11:00 AM |
| **Type of Incident** | | **Estimated Cost of Incident** |
| * Fatality * Major Injury (Hospitalisation, Major Disability, more than 1 day bed rest) * Minor Injury (First Aid) * Serious Ill health (Occupational Disease) * Major Chemical Spillage * Fire * Property Damage * Passage of arms or serious misbehave * Serious Near Miss * Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | **Direct Cost:**  1. Cost of Sick paid leaves = Rs. 3000  2. Cost of medical treatment = Rs. 2200  3. Cost of transportation (Fuel) = Rs. 300  4.Lost Productive time :  a) Sana-Ullah went with victim ( For 3 hours) = Rs. 450  b) Victim off from duty same day (For 6 hours) = Rs. 750  **Total Direct Cost: Rs. 6,700**  **Indirect Cost:**  1. Employees morale down which will cause low productivity, quality of work & efficiency.  2. Cost of corrective actions suggested by this investigation report.  3. Loss of goodwill of worker on not providing safe work conditions, required instruments & PPEs |

**Part B – Investigation Team**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Designation | Department | Signature |
| Ali Raza Gohar | QHSE Team Lead | Compliance |  |
| Ali Raza | HOD | Store |  |
|  |  |  |  |

**Part C - Information Gathering**

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Witness Detail: (Attach witness statement) | | | |
| Name | Designation | Department/Section | Signature |
| M. Yasir | Operator | Store |  |
| Abdul Razaq | Operator | Store |  |
| 2. Affected Person or Material Detail: | | | |
| Name/Title/Reference:  *M. Waqar* | | | |
| Designation/Type/Purpose:  *Operator (Store)* | | | |
| Other Detail:  *Working from last one month in this company.* | | | |
| 3. Where did the incident happen? Attach Pictures (If necessary) | | | |
| Drum Yard (Picture Attached Below) | | | |
| 3. How incident happened? | | | |
| C:\Users\ALI\OneDrive\Pictures\Screenshot_20190730-100441_Video Player.jpgDrum of 160 kg was manually handled to take down from weighing scale, worker loss grip on drum because of drum slippage from edge of weighing scale and fallen down; a worker standing in front was hit by drum on his foot in such a way that foot stuck between drum and a pallet placed there. | | | |
| 4. What impacts were caused? Attach Pictures (If necessary) | | | |
| C:\Users\ALI\OneDrive\Pictures\20190730_093059.jpg  Foot from upper front side badly wounded by hitting drum edge while because of pallet hit foot upper back side also wounded. | | | |
| 5. What activities/tasks were being carried out at the time of the incident? (Attach SOP,WI or checklist of activity, if available) | | | |
| Weighing of drums was carried out for purpose of stock take. (WI of stock take attached) | | | |
| 6. Was there a risk assessment covering the activities/tasks being undertaken? (Attach risk assessment, if available) | | | |
| * Yes * No | | | |
| 7. In relation to the working environment and/or equipment involved, was maintained and cleaning up to date? (Attach monitoring/maintenance record, if available) | | | |
| Weighing scale was calibrated but height of scale is much high which cause difficulty for placing thing on it and taking down from it. | | | |

**Part D - Analysis and Further Action**

|  |
| --- |
| 8. What were the immediate and root causes of the incident? |
| a) Immediate causes:  1. Slippage of heavy drum from scale  2. Weighing scale was unbalanced  3. Lost of worker control/grip on heavy drum  b) Root causes:  1. Floor of drum yard is not balanced  2. Height of scale is not fit for loading unloading heavy items  3. Proper instrument for handling drums was not used or not compatible.  4. Type of scale used for weighing is not designed for heavy item  5. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 9. What additional risk control measures are required to prevent recurrence? | | | | |
| Action | | Target | Responsible | Signature |
| 1. Weighing scale from store hall should be placed near to drum yard for heavy item. | |  |  |  |
| 2. Battery operated drum lifter should be provided to store staff | |  |  |  |
| 3. Provide Safety Shoes to store staff | |  |  |  |
| 4. Modify weighing scale for easy operation of weighing drums | |  |  |  |
| 5. Make SOP/WI of drum handling | |  |  |  |
| 12. Do similar risks exist elsewhere? | | | | |
|  | | | | |
| Name of Lead investigator: | | | | |
| Signature: | Date: | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Reviewed by: |  |  | Approved by: |  |

(Compliance Department) (GM/MD/CEO)

Comments, If Any:

Attachments:

Shoes Demand

